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**SALVE REGINA UNIVERSITY FACULTY ASSEMBLY
EXECUTIVE COMMITTEE**

Minutes of the October 18, 1999 meeting.

Present: Ronald Atkins, John Britton, Joan Chapdetaine, Terrence Gavan, Christopher Kiernan, Nicholas Lund-Molfese, Fr. Michael Malone, Lois Wims

1. Call to Order

The meeting was called to order by the Chair, Christopher Kiernan, at 1 :20pm.

2. Review of Minutes of Executive Committee 9/13/99 & 10/12/99

The minutes were approved as written.

3. Review of Minutes of Faculty Assembly meeting 10/04/99

The minutes were approved after being amended.

4. Review of Memoranda directed by motions of the Assembly

After some discussion and amendment, the Committee expressed support for the sending of one moranda to Diane Blanchette and another to Barbara A. Kathe in accordance with the motion passed by the Faculty Assembly.

The Committee delegated to the Faculty Advisory Committee on Salary and Benefits (FACSB) several tasks:

- a. Further explore the issue of course reductions for Teaching Faculty;
- b. Compile a list of the current course reduction policies;
- c. Discover under what circumstances in the past have course reductions been granted;
- d. Consider the situation of faculty who teach unusually large classes who might be deserving of an overload based on the number of students they teach rather than on the number of credits or courses in their load.

Pursuant to the tasks delegated to FACSB, the Committee passed, without objection, a motion authorizing the Chair to write a letter to Barbara Kathe asking for a list of the current policies on course reductions.

5. E-Mails Received from Sister Leona Misto and Sister Madeleine Gregoire.

The e-mails were discussed and the Chair will contact both Sisters to thank them for their input.

6. New Business

- a. The setting of the agenda for the faculty meeting of 11/1/99 was tabled. The next faculty meeting will be in the same room and at the same time as the last meeting.

- b. The Treasurer will be sending out faculty dues shortly to all persons, including librarians and administrators, who are invited to attend the end of the year faculty dinner .
- c. The Chair will issue a formal invitation to all librarians to attend the meetings of the Faculty Assembly. Librarians in attendance will be able to speak on issues raised but will not have a vote.
- d. The ad-hoc Benefits Committee reported on their meeting with William Hall. The University appears on top of the financial turmoil in the healthcare industry and has contingency plans in place should our current claims processor be unable to continue functioning. The University is self-insuring, but uses HMO organizations to process claims on its behalf. Our prescription benefit program is separate from our health care policy with Harvard Pilgrim Health Care.
- e. The treasurer's report was tabled until our next meeting.
- f. It was suggested that the faculty need to be updated by the administration as to the situation in the university dormitories

After a motion to adjourn, the meeting ended at 3:00 pm.

Respectfully submitted,

Nicholas C. Lund-Molfese
Executive Committee Secretary